

Maine Infonet Download Library

Thorndike Library How-to
From a Library public PC

- Checkout limits: Maximum of 2 audiobooks, 7 days each
- Books are automatically 'returned' (you'll need to delete the audiobook file after 7 days.)



Thorndike Library has set up a library lobby computer to download Maine Infonet audiobooks for our patrons. The first stand up computer in the lobby as you turn toward the photocopiers has the necessary software to download and transfer Maine Infonet Audiobooks. You will need to reboot the computer after you are done downloading.

To Access Maine Infonet Audiobook Download Libraries from **Thorndike Library's public PC:**

You will need a patron ID. This is your 14 digit Thorncat patron number beginning with 25015. Faculty & Staff – call the library; students – the number is on the back of your ID card.

1. Log in to Novell Client for Windows using your COA network login.
If the computer is already logged in proceed to step two.
2. Go to download.maineinfonet.org. The OverDrive Media Console software is already installed on this computer. You will use this software in step 9.
3. Search and find a book you want using the search feature at the top of the sidebar, using the categories featured on the front page or the categories listed on the sidebar.
 - a. Each audiobook title has icons indicating how you can use it.
 - WMA means it is DRM* protected (that is, a digitally protected audiobook) and you will need software and a player that supports DRM. Click on Compatible Devices on the left sidebar for a list of audio players which support OverDrive's audiobooks.
 - MP3 means the book is in MP3 format and will play on an MP3 player, your computer and an Ipod. This format can be transferred from computer to player to computer independent of the OverDrive Media Console software.
 - Burn to CD means you can burn the book to a CD if you wish.
 - b. To access titles specifically in MP3 format, scroll down to Collections on the sidebar, select View all MP3 Audiobooks, to access titles specifically in WMA format, select View all WMA Audiobooks.

4. Note the Always Available category. These books have been purchased with multiple rights so there is no limit to the number of simultaneous users.
5. For a book to be available it needs to say 'Add to cart'. Click and then 'Proceed to Checkout' and a query for your library affiliation will appear. Find College of the Atlantic, Thorndike Library.

6. Find your patron ID. This is your Thorncat patron number beginning with 25015 and is 14 digits.
 - a. Students: this number is on the back of your student ID
 - b. Faculty and staff: Call the library for your number

7. Sign in using your ID number; confirm your checkout. The book will download using the Overdrive Media Console available.
 - a. You can download all or parts of the book at this point. You will need to transfer all the parts to your player or your CD before you end this session. You can return up to 3 times during the checkout period (7 days) for each book to download other parts.
 - b. You can transfer all or parts of the book to your player within the parameters of #5 a. above. You can also copy the MP3 file from the computer to a thumbdrive or portable device using Windows Explorer.
 1. Right click on the Start button. Scroll up to Explore. Go to C:\Documents and Settings\[user]\My Documents\My Media\MP3 Audiobooks.
 2. Right click on the desired MP3 file and scroll to copy.
 3. Connect your USB storage device/player to the computer.
 4. Find the player on Windows Explorer. It will likely be labeled E:\ or F:\ and called "USB mass storage device."
 5. Right click and scroll to paste, copying the file to the USB device.

8. Please read and abide by all the licensing agreements associated with the website. You are limited to 2 books at a time, for 7 days each.

9. When done click on Start, Log off, then Restart. The downloaded audio files will be erased satisfying the OverDrive licensing requirements.

If you have any questions please be sure to call or contact Trisha at x211 or tcantwell@coa.edu. There is also extensive help on the Download website.

ENJOY!